

# List of Documents Required to Apply for Colleges in Austria

Your ultimate checklist to secure admission in Austrian Universities (UG & PG)

## Essential Document Checklist (For All Applicants)

Start preparing 5-6 months before your intended intake

- Valid Passport - Should be valid for the entire duration of your course
- Completed University Application Form
- Educational Certificates:
  - 10th & 12th mark sheets (UG)
  - Bachelor's degree and transcripts (PG)
- Language Proficiency:
  - English: IELTS / TOEFL (for English-taught courses)
  - German: ÖSD / TestDaF / Goethe Zertifikat (for German-taught courses)
- Proof of Admission Eligibility - Confirmation from Austrian university
- Proof of Funds - Bank statement showing EUR12,000+ (varies by program)
- Motivation Letter / Statement of Purpose
- Letters of Recommendation (usually 2 for PG)
- CV/Resume (especially for PG courses or with academic gap)
- Health Insurance - Valid in Austria
- Police Clearance Certificate (if required)
- Passport-size Photos - As per biometric specifications
- Medical Certificate (only for some universities)

## UG & PG Course-Specific Requirements

Undergraduate (UG):

- Completed 12th Grade with good academic record
- German proficiency required for most public universities (B2/C1)
- IELTS 6.0+ or TOEFL for English-taught UG courses
- Age: 17+ preferred
- Studienberechtigungsprüfung (University entrance exam) may be needed

Postgraduate (PG):

- Bachelor's Degree from recognized institution
- IELTS 6.5+ or equivalent for English-taught programs
- German B2+ for German-taught programs
- Age: 21+ preferred (no upper age limit)
- Work experience for MBA or professional master's
- Gaps acceptable with documentation

## **Legal & Government Requirements for Studying in Austria**

- Student Residence Permit (Visa D / Aufenthaltstitel "Student")
  - University acceptance letter required
  - Proof of accommodation and financial means
- Register with Austrian Authorities (Meldezettel) within 3 days of arrival
- Residence Permit Renewal every year
- Translated Docs: Must be in German or English (some may need official translation)
- Proof of Return Intent: Return ticket or letter
- Work: Limited part-time work allowed with special permit
- Health Insurance: Must be registered with Austrian health authorities or private insurance

## **Bonus Tip: Submit Early & Use Legal Translations**

Austria places high importance on formal document authentication. Use sworn translators and submit documents at least 3 months before deadlines.